

## HISTORIC PRESERVATION CONSULTANT - PART TIME

WorkSource Job Number:

Listed By: Stevens County

Last Modified on:

**June 7, 2010**

Description

### **JOB DESCRIPTION :**

With assistance from the Stevens County Preserve America Advisory Committee, Stevens County has obtained a grant from the National Park Service to complete a project entitled "Stevens County Crossroads on the Columbia". Project tasks include:

- a) Digitization of documents and artifacts that can be used for the development of historical tours that are currently held in museums, government offices, libraries and private collections throughout the county;
- b) Index and create metadata for the digitized items;
- c) Make the information available to the public through an interactive website.

The Preservation Consultant will:

- 1. Meet the Secretary of the Interior's professional qualifications for Historian;
- 2. Have experience evaluating the historical significance of documents, photographs and artifacts.
- 3. Have familiarity with the historic and historical resources available to Stevens County both within the county and in relevant collections outside the county.

The Project Consultant will help design and review the plan for digitizing documents and images, evaluating their historical significance, applying relevant metadata and making them available via the Internet. The Consultant will also work with museums using these documents. The Preservation Consultant will periodically review project practices to assure the grant partners that the project work is proceeding as planned and in compliance with all grant terms and conditions to produce valuable and accessible material for the Stevens County Crossroads on the Columbia Digital Archive.

### **JOB REQUIREMENTS :**

Meet the United States Department of Interior Requirements for "Historian".

### **PREFERRED QUALIFICATIONS :**

Experience in managing grants or projects of this nature.

### **HOURS/DAYS/SCHEDULE:**

Job requires approximately 75 total hours.

### **SALARY/WAGE/BENEFITS:**

This is a part time contract position. No benefits nor withholding. Independent contractor position paying \$75 per hour for up to 75 total hours to be completed before April 30, 2012.

**Maximum Pay:**

**Pay Unit:** Month

**Educational Requirement:** Bachelor's Degree

**Licenses Required:**

**Minimum hours per week:**

**Maximum hours per week:**

**Experience Required:** 5 years

Months **Entry Level:** No

**Skills Desired:** Professional historian or  
credentialed historic preservation consultant.

Job Location(s)

<b>Location:</b>	<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>	<b>Number of Openings:</b>
Stevens	COLVILLE	WA	99114	1

Other Information

Employment is subject to evaluation by the Stevens County Preserve America Advisory Committee.